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Documentation Officer 20/10/2010 Date

Civil Aviation Authority of Sri Lanka

AVIATION SAFETY NOTICE

ASN No: 033	Ref No: AW/2003/01	File Ref: AW/20/2/2

Recipients : Holders of Air Operator Certificate issued by DGCA
Prospective applicants for Air Operator Certificates
Prospective Importers of Aircraft to Sri Lanka.

01.Subject : **Guidelines for Aircraft Registration, Aircraft Nationality and Registration Marks**

02.Narture : Advisory

03.Issue no : 02

04.Status : Amendment

06. Validity : Until Further Notice

07. Effective Date : With immediate effect

07.Contact person : Inquiries may be directed, preferably by letter to, Deputy Director (Airworthiness), Civil Aviation Authority, No.64, Galle Road, Colombo 03, Sri Lanka. Telephone: +94 11 2391305.

08.Availability : A copy of this document is available for reference at the technical library of Civil Aviation Authority. Copies can be collected at reproduction cost.

09.Applicability : Air Navigation (Interim) Regulations No: 1 of 2002 requires Director General of Civil Aviation to implement and enforce Standards and recommended practices (SARPS) contained in the current Annexes to the Chicago convention in Sri Lanka.

10. Comments : Comments (if any) on the Contents of this Aviation Safety Notice (ASN) may be forwarded to the contact person. However the Aviation Safety Notice will come into effect on the date shown therein notwithstanding any objection or comment made by any person or

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party unless and until an amendment to the Aviation Safety Notice is issued afresh by the Director General of Civil Aviation.

11.Notice : Any aircraft registered in Sri Lanka or intend to register in Sri Lanka Civil Aircraft Register shall confirm to the requirements specified in the attachment hereto.

12.Action Required :
1. Replace the attachment to ASN 033 Issue 01, dated 10 Sept. 2003 with the Attachment dated 25 August 2005 to this amendment.
2. For strict compliance by all aircraft operating in Sri Lanka airspace.

13.Check list : Not applicable

H. M. C. Nimalsiri
Director General of Civil Aviation and
Chief Executive Officer

Civil Aviation Authority of Sri Lanka, No. 64, Galle Road, Colombo 03
Telephone: +94 11 2433213, Fax: +94 11 2440213, E-mail : caasl@sri.lanka.net

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AIRCRAFT NATIONALITY AND REGISTRATION MARKS

1. APPLICABILITY

Requirements contained in this document are based on the ICAO Annex –7 "Aircraft nationality and registration Marks". These procedures are also applicable to foreign registered aircraft operated under AOC issued by the Director General of Civil Aviation. In respect of foreign aircraft conducting flight operations into and out of Sri Lanka, the requirements for Aircraft Nationality and Registration Marks shall be as approved by the State of the Operator.
Unless otherwise specified herein, all words, phrases, abbreviations and codes, and definitions in this document carry the same meaning as defined in the ICAO Doc. 8400 – 'Abbreviations and Codes.
In addition, this ASN explains the legal and general requirements to be satisfied for registration of an aircraft in Sri Lanka and display of Nationality and Registration Marks, as required for the operation of aircraft in Sri Lanka and Internationally. The required guidance and standards are explained under the identified headings as applicable.

2. DEFINITIONS

When the following terms are used in the Standards for Aircraft Nationality and Registration Marks, they have the following meanings:

2.1 ***Aeroplane.*** A power-driven heavier-than-air aircraft, deriving its lift in flight chiefly from aerodynamic reactions on surfaces, which remain, fixed under given conditions of flight.

2.2 ***Aircraft.*** Any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth's surface. (See Table 1, Classification of aircraft.)

2.3 ***Airship***. A power-driven lighter-than-air aircraft.

2.4 ***Balloon.*** A non-power-driven lighter-than-air aircraft.

2.5 ***Common mark.*** A mark assigned by the International Civil Aviation Organization to the common mark registering authority registering aircraft of an international operating agency on other than a national basis.

Note: All aircraft of an international operating agency which are registered on other than a national basis will bear the same common mark

2.6 ***Common mark registering authority.*** The authority maintaining the non-national register or, where appropriate, the part thereof, in which aircraft of an international operating agency are registered.

2.7 ***Fireproof material.*** A material capable of withstanding heat as well as or better than steel when the dimensions in both cases are appropriate for the specific purpose.

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2.8 ***Glider.*** A non-power-driven heavier-than-air aircraft, deriving its lift in flight chiefly from aerodynamic reactions on surfaces, which remain, fixed under given conditions of flight.

2.9 ***Gyroplane.*** A heavier-than-air aircraft supported in flight by the reactions of the air on one or more rotors which rotate freely on substantially vertical axes.

2.10 ***Heavier-than-air aircraft.*** Any aircraft deriving its lift in flight chiefly from aerodynamic forces.

2.11 ***Helicopter.*** A heavier-than-air aircraft supported in flight chiefly by the reactions of the air on one or more power-driven rotors on substantially vertical axes.

2.12 ***International operating agency.*** An agency of the kind contemplated in Article 77 of the Convention.

2.13 ***Lighter-than-air aircraft.*** Any aircraft supported chiefly by its buoyancy in the air.

2.14 ***Ornithopter.*** A heavier-than-air aircraft supported in flight chiefly by the reactions of the air on planes to which a flapping motion is imparted.

2.15 ***Rotorcraft.*** A power-driven heavier-than-air aircraft supported in flight by the reactions of the air on one or more rotors.

2.16 ***State of Registry.*** The State on whose register the aircraft is entered.

3. REQUIREMENTS FOR REGISTRATION

Unless otherwise permitted by DGCA, no person shall operate a civil aircraft in or over the territory of Sri Lanka, unless it is registered

1) In Sri Lanka or Contracting State which is party to the International Civil Aviation Organization, or
2) In a country in relation to which there is in force an agreement between the Government of Sri Lanka and that country, for over flight or operation of aircraft in the territory of Sri Lanka and
3) The original of the Certificate of Registration or a certified copy thereof is carried on board the Aircraft.

3.1 ELIGIBILITY FOR REGISTRATION

An aircraft shall have an approved Type Certificate equivalent to EASA PART 21 or FAR 21 and is not currently registered in any other State shall be eligible for registration if,

1) The aircraft is either owned or to be operated by a citizen of Sri Lanka, or a body corporate incorporated under the laws of Sri Lanka having its principal place of business in Sri Lanka or

2) The aircraft is either fully owned or to be operated by the Government of Sri Lanka or any Public Corporation, or

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3) In the case of a leased aircraft, if it is to be operated under an Air Operator Certificate issued by DGCA or the applicant has applied to DGCA for issue of an Air Operator Certificate, or

4) It is owned or to be operated by any person approved by the Cabinet of Ministers.

5) The age of aircraft does not exceed 15 years.

6) The aircraft confirms to all the requirements published by the CAA in regard to communications, navigation and surveillance equipment, safety and emergency equipment on board.

4. REGISTRATION PROCEDURE

Application for the Registration of an aircraft in Sri Lanka must be made to the CAA (on Form CAASL **07-001**) together with support documents to fulfill the requirements stipulated in the above paragraph in a manner acceptable to the CAA.

Each application shall include-

1. Certification as to citizenship of the applicant, if applicable.
2. Evidence of rightful ownership and possession. (e.g. Bill of Sale).
3. Conformation that the aircraft has been removed from any previous Register
4. Name and address of owner/ operator.
5. Aircraft Serial Number
6. Manufacturer and Manufacturer designation.
7. Custom Clearance Certificate.
8. Copy of Airline Licence.
9. Operating base of the aircraft.
10. Registration fee as applicable

Upon meeting all requirements for registration, the DGCA may issue a Certificate of Registration for a period of not more than one year.

4.1. CERTIFICATE OF REGISTRATION

4.1.1 The certificate of registration, in wording and arrangement, shall be as specific certificate shown in Figure 1.

4.2.2 When certificates of registration are issued in a language other than English, they shall include an English translation.

Note: Article 29 of the Convention on International Civil Aviation requires that the certificate of registration be carried on board every aircraft engaged in international air navigation.

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4.2 RENEWAL OF CERTIFICATE OF REGISTRATION

The application for renewal of a Certificate of Registration shall made using the prescribed Form CAASL **07-001** not less than one month prior to the expiry date.

4.3 CERTIFICATE OF REGISTRATION LOST OR DESTROYED

The DGCA may replace a lost or destroyed Certificate of Registration on receipt of an acceptable written request from the Owner/Operator. The necessary payment must be made to the DGCA accordingly.

4.4 AMENDMENT OR REPLACEMENT OF CERTIFICATE OF REGISTRATION

The DGCA may instruct the registered Owner/Operator to submit the Certificate of Registration for the purpose of amendment or replacement.
When so instructed the Owner/Operator shall submit the Certificate of Registration within seven days of receipt of such instructions.
The Owner/Operator may request an amendment to the Certificate of Registration in writing if the request for amendment is from the operator, a letter of consent from the Owner shall be submitted. All such applications shall be made along with the requisite fee.

5. LOCATION OF AN AIRCRAFT

The DGCA may request at any time that the owner /operator of an aircraft as the case may be to inform the DGCA, in writing, the location of an aircraft and weather or not the aircraft is serviceable. Such information shall be submitted not later than seven days after receiving the request.

a) In the case of an aircraft that will be returned to service;
The Owner/Operator shall inform of the place at which and the estimated date on which it will be returned to service,

b) In the case of an aircraft that is permanently withdrawn from service:
Whether or not the aircraft has been or will be disposed of and the manner of disposal should be informed the DGCA in writing.

c) The aircraft after registration with the DGCA shall not be removed for more than twenty four (24) hours from the operating base unless for an approved flight.

d) An aircraft registered in Sri Lanka shall not be parked at a place other than at an aerodrome, which is included in the authorized list of aerodromes in the Operation Specifications attached to Licence or at an AMO facility approved by DGCA, without the approval of the DGCA in writing.

6. PROVISIONAL CERTIFICATE OF REGISTRATION

The DGCA may issue provisional certificate of Registration if the aircraft is not registered in Sri Lanka or any other state and is to be operated for the purpose of importing into Sri

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Lanka or for the purpose of exporting it to any other state. The validity of such certificate is limited to the period of intended flight or as otherwise may be determined by DGCA.

The applicable fee will be charged accordingly.

7. CIVIL AIRCRAFT REGISTER

Sri Lanka Civil Aircraft Register is maintained by the CAA. The register comprises the following data.

a) The number of the Certificate of Registration.
b) Date of initial registration.
c) Date of last renewal of Certificate of Registration.
d) Period of validity.
e) Registration marks assigned
f) Name and address of each registered owner
g) The aircraft Type and construction number

8. CANCELLATION AND SUSPENTION OF CERTIFICATE OF REGISTRATION

8.1CANCELLATION OF CERTIFICATE OF REGISTRATION

The DGCA may cancel a Certificate of Registration

a. When the conditions of issue of registration has changed

Or

b. On a request made by the owner or in the case of a leased aircraft a request made by the operator

Or

c. When any one or more of the following conditions take place

1. Aircraft is destroyed
2. Permanently withdrawn from use
3. The Certificate of Registration has been obtained by misrepresentation or production of fraudulent documents.
4. Is missing and search for the aircraft is terminated
5. On the demise of the owner/operator.
6. Is missing for 60 days or more.

The Owner/Operator of an aircraft shall inform DGCA forthwith in writing when any of the above conditions take place.

9. NATIONALITY, COMMON AND REGISTRATION MARKS TO BE USED

9.1 The nationality or common mark and registration mark shall consist of a group of characters.

9.2 The nationality or common mark shall precede the registration mark. When the first character of the registration mark is a letter, it shall be preceded by a hyphen.

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9.3 The nationality mark shall be selected from the series of nationality symbols included in the radio call signs allocated to the State of Registry by the International Telecommunication Union. The nationality mark shall be notified to the International Civil Aviation Organization.

9.4 The common mark shall be selected from the series of symbols included in the radio call signs allocated to the International Civil Aviation Organization by the International Telecommunication Union.

Note: Assignment of the common mark to a common mark registering authority will be made by the International Civil Aviation Organisation.

9.5 The registration mark shall be letters, numbers, or a combination of letters and numbers, and shall be that assigned by the State of Registry or common mark registering authority.

9.6 When letters are used for the registration mark, combinations shall not be used which might be confused with the five-letter combinations used in the International Code of Signals, Part II, the three-letter combinations beginning with Q used in the Q Code, and with the distress signal SOS, or other similar urgent signals, for example XXX, PAN and TTT.

Note: For reference to these codes, see the currently effective International Telecommunications Regulations.

9.7 No person shall operate a civil aircraft registered in Sri Lanka unless it displays nationality and registration marks. Unless otherwise authorized by the Director General, no person shall place on any aircraft a design, advertisement, mark or symbol that modifies or confuses the nationality and registration marks. The marks shall not be confused with the international five-letter code of signals or Distress Codes.

10. LOCATION OF NATIONALITY, COMMON AND REGISTRATION MARKS

10.1 General

The nationality or common mark and registration mark shall be painted on the aircraft or shall be affixed by any other means ensuring a similar degree of permanence. The marks shall be kept clean and visible at all times.

10.2 Lighter-than-air aircraft

10.2.1 *Airships.* The marks on an airship shall appear either on the hull or on the stabilizer surfaces. Where the marks appear on the hull, they shall be located lengthwise on each side of the hull and also on its upper surface on the line of symmetry. Where the marks appear on the stabilizer surfaces, they shall appear on the horizontal and on the vertical stabilizers; the marks on the horizontal stabilizer shall be located on the right half of the upper surface and on the left half of the lower surface, with the tops of the letters and numbers toward the leading edge; the marks on the vertical stabilizer shall be located on each side of the bottom half stabilizer, with the letters and numbers placed horizontally.

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10.2.2 *Spherical balloons (other than unmanned free balloons).* The marks shall appear in two places diametrically opposite. They shall be located near the maximum horizontal circumference of the balloon.

10.2.3 *Non-spherical balloons (other than unmanned free balloons).* The marks shall appear on each side. They shall be located near the maximum cross-section of the balloon immediately above either the rigging band or the points of attachment of the basket suspension cables.

10.2.4 *Lighter-than-air aircraft (other than unmanned free balloons).* The side marks shall be visible both from the sides and from the ground.

10.2.5 *Unmanned free balloons.* The marks shall appear on the identification plate (see Section 14 herein.)

10.3 Heavier-than-air aircraft

10.3.1 *Wings.* On heavier-than-air aircraft, the marks shall appear once on the lower surface of the wing structure. They shall be located on the left half of the lower surface of the wing structure unless they extend across the whole of the lower surface of the wing structure. So far as is possible, the marks shall be located equidistant from the leading and trailing edges of the wings. The tops of the letters and numbers shall be toward the leading edge of the wing.

10.3.2 *Fuselage (or equivalent structure) and vertical tail surfaces.* On heavier-than-air aircraft, the marks shall appear either on each side of the fuselage (or equivalent structure) between the wings and the tail surface or on the upper halves of the vertical tail surfaces. When located on a single vertical tail surface, they shall appear on both sides. When located on multi-vertical tail surfaces, they shall appear on the outboard sides of the outer surfaces.

10.3.3 *Special cases.* If a heavier-than-air aircraft does not possess parts corresponding to those mentioned in 10.3.1 and 10.3.2, the marks shall appear in a manner such that the aircraft can be identified readily.

11. MEASUREMENTS OF NATIONALITY, COMMON AND REGISTRATION MARKS

The letters and numbers in each separate group of marks shall be of equal height.

11.1 Lighter-than-air aircraft

11.1.1 The height of the marks on lighter-than-air aircraft other than unmanned free balloons shall be at least 50 centimeters.

11.1.2 The measurements of the marks related to unmanned free balloons shall be determined by the State of Registry, taking into account the size of the payload to which the identification plate is affixed.

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11.2 Heavier-than-air aircraft

11.2.1 *Wings.* The height of the marks on the wings of heavier-than-air aircraft shall be at least 50 centimeters.

11.2.2 *Fuselage (or equivalent structure) and vertical tail surfaces.* The height of the marks on the fuselage (or equivalent structure) and on the vertical tail surfaces of heavier-than-air aircraft shall be at least 30 centimeters.

11.2.3 *Special cases.* If a heavier-than-air aircraft does not possess parts corresponding to those mentioned in 11.2.1 and 11.2.2, the measurements of the marks shall be such that the aircraft can be identified readily.

12. TYPE OF CHARACTERS FOR NATIONALITY, COMMON AND REGISTRATION MARKS

12.1 The letters shall be capital letters in Roman characters without ornamentation. Numbers shall be Arabic numbers without ornamentation.

12.2 The width of each character (except the letter I and the number 1) and the length of hyphens shall be two-thirds of the height of a character.

12.3 The characters and hyphens shall be formed by solid lines and shall be of a colour contrasting clearly with the background. The thickness of the lines shall be one-sixth of the height of a character.

12.4 Each character shall be separated from that, which it immediately precedes or follows, by a space of not less than one-quarter of a character width. A hyphen shall be regarded as a character for this purpose.

13. REGISTER OF NATIONALITY, COMMON AND REGISTRATION MARKS

Each Contracting State or common mark registering authority shall maintain a current register showing for each aircraft registered by that State or common mark registering authority, the information recorded in the certificate of registration (see paragraph 4.1). The register of unmanned free balloons shall contain the date, time and location of release, the type of balloon and the name of the operator.

14. IDENTIFICATION PLATE

An aircraft shall carry an identification plate inscribed with at least its nationality or common mark and registration mark. The plate shall be made of fireproof metal or other fireproof material of suitable physical properties and shall be secured to the aircraft in a prominent position near the main entrance or, in the case of an unmanned free balloon, affixed conspicuously to the exterior of the payload.

15. GENERAL

The provisions of this document shall not apply to meteorological pilot balloons used exclusively for meteorological purposes or to unmanned free balloons without a payload.

16. REMOVAL OF NATIONALITY & REGISTRATION MARKINGS

When an aircraft registered in Sri Lanka is sold or the Certificate of Registration is cancelled, the holder of the Certificate of Registration shall forthwith remove all nationality and registration marks of Sri Lanka, before its delivery to the purchaser. The holder of a Certificate of Registration, on change of ownership shall forthwith inform the DGCA and surrender the Certificate of Registration to the DGCA.

Table 1. Classification of aircraft

AIRCRAFT	Lighter-than-air aircraft	Non-power-driven	Free balloon	Spherical free balloon
				Non-spherical free balloon
			Captive balloon	Spherical captive balloon
				Non-spherical captive balloon[1]
		Power-driven	Airship	Rigid airship
				Semi-rigid airship
				Non-rigid airship
	Heavier-than-air aircraft	Non-power-driven	Glider	Land glider
				Sea glider[2]
			Kite[4]	
		Power-driven	Aeroplane	Landplane[3]
				Seaplane[2]
				Amphibian[2]
			Rotorcraft	Gyroplane: Land gyroplane[3]
				Gyroplane: Sea gyroplane[2]
				Gyroplane: Amphibian gyroplane[2]
				Helicopter: Land helicopter[3]
				Helicopter: Sea helicopter[2]
				Helicopter: Amphibian helicopter[2]
			Ornithopter	Land ornithopter[3]
				Sea ornithopter[2]
				Amphibian ornithopter[2]

1. Generally designated "kite-balloon".
2. "Float" or "boat" may be added as appropriate.
3. Includes aircraft equipped with ski-type landing gear (substitute "ski" for "land").
4. For the purpose of completeness only.

Registry No:	**CIVIL AVIATION AUTHORITY OF SRI LANKA**	File Reference:

CERTIFICATE OF REGISTRATION

1 Nationality and Registration Marks	2 Manufacturer and Manufacturer's Designation of Aircraft	3 Aircraft Serial No.

4. Name of Owner:	5. Address of Owner:
6. Name of Operator:	7. Address of Operator:

8 It is hereby certified that the above-described aircraft has been duly entered on the register of Civil Aircraft-Sri Lanka in accordance with the Convention on International Civil Aviation dated 7th December 1944, and Chapter III, Regulation Number 9 of Ceylon Air Navigation Regulations, 1955. This Certificate of Registration shall remain in force until .....unless withdrawn sooner.

Date of issue:

Director General of Civil Aviation

Date of original issue:

Figure 1- Certificate of Registration

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